

Roseville Public Works, Environment and Transportation Commission Meeting Agenda

Tuesday, August 26, 2014, at 6:30 p.m.
City Council Chambers, 2660 Civic Center Drive
Roseville, Minnesota 55113

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- | | |
|-----------|--|
| 6:30 p.m. | 1. Introductions/Roll Call |
| 6:35 p.m. | 2. Public Comments |
| 6:40 p.m. | 3. Approval of July 22, 2014 Meeting Minutes |
| 6:45 p.m. | 4. Communication Items |
| 7:00 p.m. | 5. Community Solar Discussion |
| 7:45 p.m. | 6. GreenStep Inventory |
| 8:20 p.m. | 7. Possible Items for Next Meeting – September 23, 2014 |
| 8:30 p.m. | 8. Adjourn |

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**Roseville Public Works, Environment and
Transportation Commission**

Agenda Item

Date: August 26, 2014

Item No: 3

Item Description: Approval of the July 22, 2014 Public Works Commission Minutes

Attached are the minutes from the July 22, 2014 meeting.

Recommended Action:

Motion approving the minutes of July 22, 2014 subject to any necessary corrections or revision.

July 22, 2014 Minutes

Move: _____

Second: _____

Ayes: _____

Nays: _____

Roseville Public Works, Environment and Transportation Commission Meeting Minutes

Tuesday, July 22, 2014, at 6:30 p.m.
City Council Chambers, 2660 Civic Center Drive
Roseville, Minnesota 55113

1 **1. Introduction / Call Roll**

2 Chair Stenlund called the meeting to order at approximately 6:30 p.m.; and Public
3 Works Director Schwartz called the roll.
4

5 **Members Present:** Chair Dwayne Stenlund; and Members Duane Seigler;
6 Steve Gjerdingen; Joe Wozniak; Brian Cihacek; Sarah
7 Lenz; and Joan Felice
8

9 **Staff Present:** Public Works Director Duane Schwartz; Assistant Public
10 Works Director/City Engineer Marcus Culver; and
11 Environmental Specialist Ryan Johnson
12

13 **2. Public Comments**

14 None.
15

16 **3. Approval of June 24, 2014 Meeting Minutes**

17 Member Cihacek moved, Member Seigler seconded, approval of the June 24,
18 2014, meeting as amended.
19

20 **Corrections:**

21 • **Page 10, Lines 414-416 (Lenz; Gjerdingen)**

22 Correct to read: "Mr. Culver advised that staff continued to consult with
23 MnDOT on the potential installation of a sidewalk **[on the east side]**, since
24 there will be some width gained underneath the bridge that could hopefully
25 extend ~~not~~ **[north]**, with installation under the..."

26 • **Page 12, Line 508 (Gjerdingen)**

27 Correct to read: "...accommodate **[extended bicycle and]** pedestrian
28 facilities..."

29 • **Page 12, Line 524 (Gjerdingen)**

30 Correct from "it" to "if"

31 • **Page 13, Line 555 (Gjerdingen)**

32 Correct to read: "... difficult to deal with; and questioned how the **[pathway]**
33 **[sidewalk on the east side of the intersection]** could be extended, ..."

- **Page 13, Line 573 (Gjerdingen)**
Correct from “sidewalks” to “crosswalks”
- **Page 17, Line 732 (Gjerdingen)**
Correct from “crosswalks” to “cross sections”

Ayes: 7

Nays: 0

Motion carried.

4. Communication Items

Mr. Schwartz and Mr. Culver briefly provided project updates and maintenance activities listed in the staff report dated June 24, 2014. Mr. Culver also briefly reviewed the status of current or upcoming work plan projects

Specific to the Snelling Avenue Bus Rapid Transit (BRP), Mr. Culver reviewed the final proposed plan submitted and approved by the Metropolitan Council for the A Line between Rosedale and the 46th Street Station of the Blue Line LRT along Hiawatha Avenue. Mr. Culver noted that the final plan had been revised from that originally presented to the PWETC earlier this year, and as a result of strong written and verbal advocacy during public open houses for a station near the Humphrey Job Corp area. Mr. Culver advised that this change was also recommended following Metro Transit’s analysis of ridership at locations, including the originally planned Roselawn and Snelling Avenue stop to accommodate as many riders as possible within a fixed budget and the number of stations possible within those confines. Therefore, Mr. Culver advised that, based on current and projected low ridership, the Roselawn station was being deferred at this point in favor of a station at Hoyt/Nebraska. However, if bids came in lower than anticipated, or more funding became available, Mr. Culver advised that an additional station at Roselawn may be possible, but expressed his doubt that such a result would be forthcoming.

Mr. Culver advised that, given this latest information, the City Council – at their July 21, 2014 meeting – had considered a resolution of support for a Roselawn Station for submission to the Metropolitan Council as originally presented to the PWETC at their April meeting. Mr. Culver noted that both the Met Council representative Marie McCarthy and Metro Transit representative Katie Roth were in attendance at that meeting, and after their review and analysis of factors and ridership, it was the consensus of the City Council not to adopt the resolution of support, even though they made it clear to Met Council representatives that they would prefer not having the Roselawn station deferred if at all possible.

Mr. Culver advised that staff would continue to monitor the situation, and as expansion of the A Line further north was given further consideration, would revisit the Roselawn station as part of that discussion.

79 Member Felice expressed her disappointment and preference that the Roselawn
80 station be installed now; opining that the statistics may prove unfair, especially
81 when the current facilities were among the worst bus stops, especially during the
82 winter months given their lack of maintenance. While recognizing the need to
83 consider ridership as part of their decision-making, Member Felice noted that
84 currently riders were often forced to stand on Snelling Avenue, and therefore they
85 may be using alternative loading areas or other means of transportation; and
86 opined that the station would be used much more if the amenities were improved.
87 Member Felice asked that staff carefully monitor the situation.

88
89 Mr. Culver agreed that there may be a latent demand for people wanting to use it,
90 but the facilities were not available for them to do so; and opined that it was
91 difficult to measure that with modeling and projections. Mr. Culver noted that
92 Councilmember McGehee suggested improvements that would provide some
93 protection for riders from wind and elements at Roselawn if a station was not
94 going to happen.

95
96 Chair Stenlund suggested, if a future station was intended for installation, that
97 Metro Transit install utility infrastructure now versus ripping up Snelling Avenue
98 again in the future, which he thought would significantly impact any future
99 stations even if ridership and/or funding improved.

100
101 Mr. Culver suggested a discussion by City staff with the Met Council for a bid
102 alternate that would include a Roselawn station; allowing that to be taken
103 advantage of and preparation of the site now, short of another alternative.

104
105 As part of their construction process, Mr. Schwartz noted the possibility of Metro
106 Transit installing fiber along Snelling Avenue.

107
108 Further discussion ensued about BRT stops, frequency and timing issues; how
109 BRT buses operate without a fare box allowing them to stop at every stop along
110 the route; and transit-oriented development along the Snelling Avenue corridor
111 that is currently guided for land use.

112
113 Mr. Culver reported that staff would be receiving and scoring proposals later this
114 week for a consultant for the I-35W Interchange at Cleveland Avenue, with
115 federal grant funding assisting with those improvements; and anticipated award
116 by the City Council on a design consultant at their August 11, 2014 meeting with
117 2015 construction planned.

118
119 As a follow-up to last month's PWETC discussion on bicycles on sidewalks and
120 whether they are prohibited, Mr. Culver provided a bench handout, attached
121 hereto and made a part hereof, of Minnesota State Statutes 169.222, Subd. 4(d),
122 defining a "Business District" and Roseville City Code, Chapter 1001.10
123 Definitions of "sidewalks." Also, in his quick search of codes in the Cities of
124 Minneapolis, St. Paul, Shoreview, St. Louis Park, and several other metro

125 communities, Mr. Culver advised that he found nothing defining or clarifying
126 higher restrictions for the use of bikes on sidewalks. Mr. Culver noted that the
127 City of Minneapolis stenciled sidewalk areas in their business districts where
128 bicycles were prohibited, but St. Paul was silent on that point. In performing a
129 “Google” search on that issue, Mr. Culver advised that he found that a lot of
130 people thought bicycles should not be allowed on sidewalks, and some already
131 thought it was against the law. Mr. Culver reported that there appeared to be a
132 considerable amount of confusion among the public.

133
134 Discussion included how the City of Roseville defined pathways (separations of
135 multi-use trails/pathways generally 8’ or wider and blacktop) versus sidewalks
136 (5’-6’ and concrete); differences in recreational and commuter bicycle uses and
137 needs; whether defining uses and protocol to avoid conflicts for those mixed use
138 facilities would be a worthwhile public relations initiative by the PWETC to
139 ensure their safest and most effective use; and the definition of pathways by
140 Roseville in its 2008 Master Pathway Plan.

141
142 Mr. Culver duly noted the suggested public relations and educational initiative for
143 sharing in a future *City News* newsletter and on the City’s website; with Member
144 Lenz suggesting public education efforts with back to school articles in the
145 *Roseville Review*, would also be good timing and would possibly encourage more
146 users.

147
148 Member Felice agreed with the need for good education, relating some of her
149 observations in bicyclers not following the rules, creating additional hazards for
150 vehicles on the roads and at intersections as well as for pedestrians.

151
152 At Member Wozniak’s suggestion for additional signage on trails and/or
153 sidewalks, Mr. Culver noted the cost of installation and maintenance of signage,
154 and questioned how to designate differences in why or where that signage would
155 occur, exceptions and other problematic issues along with State law already in
156 place defining rights and rules. Mr. Culver advised that State law dictated that
157 bicycles on sidewalks were under the same rules as pedestrians and, while
158 vehicles were required to yield to pedestrians at crosswalks, it was prudent for
159 pedestrians or bicyclers to verify their safe crossing. Specific to bicyclers on
160 sidewalks or trails, Mr. Culver advised that they had the same responsibilities as
161 pedestrians; but when on roadways having a designated or marked bicycle lane,
162 then the laws and rights were different, and they were considered another vehicle
163 on the roadway. Mr. Culver emphasized the need for bikers, pedestrians and
164 drivers all needing to be aware of their responsibilities. Mr. Culver noted that this
165 was an ongoing struggle within that industry to be consistent between facilities.

166
167 Further discussion included rationale for Ramsey County’s plan to install a
168 dedicated east bound right turn only lane versus a dedicated left turn lane on
169 County Road B-2 at Lexington Avenue as a more efficient traffic movement
170 system than split phased signal timing.

Chair Stenlund expressed his support for moving forward with the educational process and clearly defining “pedestrian” via the State Statute narrative in defining bicycles versus pedestrians, with pedestrians retaining a different level of protection and bicyclers having a higher level of responsibility. Chair Stenlund opined that signage didn’t necessarily make a route safer.

While Member Gjerdingen supported making a statement that bicycles were allowed on all sidewalks, but spelling out walkways for commercial areas, Member Cihacek opined that it would be better to remain silent in case density changed, thereby not requiring a repeal or change of City Code; with that silence dependent on State Statute.

Member Lenz noted that her only area of concern was on the north side of Larpenteur Avenue, with the commercial so close to the sidewalk.

Chair Stenlund expressed concern with rain gardens along County Road B-2, opining that soil was being lost to them as the compost log was not sufficient given the amount of rain recently experienced. While not sure of whose jurisdiction they were under, Chair Stenlund asked that staff protect the vault systems under construction.

Chair Stenlund further noted the excessive dust floating into the St. Paul side of Larpenteur Avenue due to the concrete rehabilitation work being done. Chair Stenlund expressed his disappointment in the efforts of the contractor, opining that the situation was completely unacceptable for those living or for public spaces in that area; further opining that he had never seen such poor dust management, and being familiar with that contractor, knew they could do better. Chair Stenlund asked that staff notify the company.

In addition to those items covered in the Communications report from staff, Mr. Schwartz advised that, at their July 21, 2014 City Council meeting, City Manager Trudgeon had provided his 2015 budget recommendations. For the benefit of newer members to the PWETC, Mr. Schwartz advised that the recommendation was for the most part status quo, with only general inflationary increases across the board for tax-supported funds and utility budgets. Mr. Schwartz advised that the only thing outside that status quo budget was the recommendation to add a position for a right-of-way specialist paid from fee-supported activities to address right-of-way permits, private utilities and related issues. Mr. Schwartz advised that the proposed budget anticipated a \$20,000 increase from 2014 for street supplies, basically for increased winter maintenance and ice control materials; and an additional \$5,000 for contractual maintenance in street sealcoating. Mr. Schwartz advised that the City Council would hold a public hearing in August to hear public comment on the proposed budget, followed by subsequent discussion before the 2015 Preliminary Levy was adopted in September and then before final 2015 Levy and Budget adoption in December of 2014.

Mr. Schwartz reported that the City Council, at that same meeting, had adopted a resolution supporting the City of Roseville's participation in the GreenStep Cities program, with the City's Environmental Specialist Ryan Johnson appointed as the City contact who would be communicating with the PCA to get the GreenStep website information up-to-date and additional data entry requirements met. Mr. Schwartz noted that the City of Roseville was now a GreenStep 1 City, and once that additional data input was completed, they should reach Step 2. Mr. Schwartz advised that staff would walk through the process and inventory with the PWETC as appropriate in the future. At the request of Chair Stenlund, Mr. Schwartz noted that the State PCA and Metro/CERTs ran the GreenStep program, with involvement by the League of Minnesota Cities in encouraging Minnesota cities to reduce their carbon footprint.

At the request of Chair Stenlund, Mr. Schwartz advised that the bituminous delamination issue had not yet been resolved, with control section analysis currently underway and metro-wide conversations continuing. Mr. Schwartz advised that future consideration to upgrade the City's overlay program would be taken.

5. **Raingardens and Other Stormwater BMP's**

Environmental Specialist Ryan Johnson provided a presentation at the request of the PWETC on the use and design of rain gardens and other storm water best management practices (BMP's) in Roseville.

Mr. Johnson's presentation of "Rain Gardens 101," attached *hereto and made a part hereof*, reviewed the what's where, sand types of rain gardens, and what was or was not a rain garden, who's purpose was for infiltration of stormwater into amended soils and plantings. Mr. Johnson reviewed locations and their treatment values in capturing sediment, organics, and atmospheric-borne metals; and provided various examples and their levels of effectiveness. Mr. Johnson noted that problems continued with fertilizer runoff and grass clippings ending up in storm drains and eventually into water bodies unless some system of pipe drainage or infiltration system was put in place, allowing reduced pollutants keeping phosphorus out of those water bodies.

Mr. Johnson went through the planning and installation process involved for a property owner to incorporate a rain garden or other BMP in Roseville, including preparation of the rain garden site and soils and provided various samples in the area of existing BMP's. Mr. Johnson reviewed sizes and depths for rain gardens, various infiltration systems based on soil types and water needed to be captured, and varieties of plantings and pricing.

Mr. Johnson noted that this design process and information was all available for property owners through various resources available on line or by contacting him at City Hall, to get them directed toward design resources and recommended

263 plantings. Mr. Johnson provided various examples of formal and public urban
264 rain gardens, some that didn't look like rain gardens yet still functioned as one.
265 Mr. Johnson noted that there were various levels of maintenance, depending on
266 the type of plants used and soil amendments, as well as size and other factors.
267 Some of those online resources included:

- 268 ▪ Wisconsin Department of Natural Resources website
- 269 ▪ Blue Thumb.org
- 270 ▪ And the more technical MN Stormwater Manual (November
271 2005 edition)

272
273 Mr. Johnson reviewed other storm drainage options installed or in the process of
274 being installed in Roseville, one at the Manson/Stambridge area where new piping
275 was being installed to decrease waters in the overall area and protect adjacent
276 properties.

277
278 Discussion included permits for homeowners for installing a rain garden;
279 impervious surface requirements for properties and if in excess of 30%, requiring
280 mitigation; maintenance agreements for BMP's between the City and homeowner
281 as applicable; and triggers for commercial properties when redeveloping based on
282 City Code and area Watershed District requirements and oversight.

283
284 Mr. Johnson reviewed cost share monies available for BMP's and technical
285 support through the Ramsey Conservation District in designing and installing rain
286 gardens; and regulations based on which of the three watershed districts in which
287 a property was located, and available cost-participation monies different among
288 each watershed district. Mr. Johnson noted that there was an application process
289 for each BMP, followed by approval whether by their staff or Board, at which
290 time the homeowner could install the BMP or hire a contractor to do so. Mr.
291 Johnson advised that, typically the cost-share program was based on 50% of the
292 total project amount up to a maximum amount. Mr. Johnson advised that various
293 examples of installed BMP's are already in place in Roseville, with the BMP map
294 done in draft form, and soon available to the public once the data was completely
295 compiled. Mr. Johnson encouraged residents to contact him at City Hall for some
296 addresses of BMP's, noting that Twin Lakes Parkway provided a great example
297 for storm water treatment through multiple cells.

298
299 Mr. Johnson noted that plantings and the treatment areas could be formal, native,
300 sod, or trees and shrubs, including mowed versus non-mowed areas. Mr. Johnson
301 further noted that watershed districts were looking to educate the public and
302 encouraging property owner support in controlling stormwater for the benefit of
303 all. Once a property owner contacted their watershed district or Ramsey
304 Conservation District, Mr. Johnson advised that they would set up the next steps
305 to follow, goals and options available; with a five-year maintenance agreement
306 required once installed. No matter the size or how much benefit was available,
307 Mr. Johnson advised that any improvements were encouraged, especially with the
308 clay dominated soils in Roseville.

309 **Recess**

310 Chair Stenlund recessed the meeting at approximately 7:52 p.m. and reconvened at
311 approximately 7:57 p.m.

312
313 Chair Stenlund thanked Mr. Johnson for his presentation; and asked him to
314 provide a follow-up in the future.

315 **6. Twin Lakes Improvements Feasibility Study**

316 Mr. Culver provided a copy of his presentation entitled “Twin Lakes Area
317 Transportation Improvements,” *attached hereto and made a part hereof*,
318 including three key improvement areas:

- 319 • **I-35W Northbound at Cleveland Avenue Interchange** (and funding
320 received to-date)
- 321 • **Twin Lakes Parkway Extension** (and funding received to-date)
322 Discussion included grant applications anticipated to assist with a potential
323 apartment building project being developed; interest being received by staff
324 from various retail, hotel and grocery store interests; potential development or
325 redevelopment that could trigger improvements; and ongoing and future
326 analysis of how development expansions may impact Langton lake Park and
327 the watershed area, based on stormwater features as part of any future project.

328
329 Member Cihacek expressed his personal concern with wildlife in that park
330 area, with Mr. Culver responding that it was the intent to stay out of the
331 heavily-wooded area of the park.

332
333 Mr. Schwartz noted that the existing storm water ponds had been constructed
334 as part of the Arthur Street development.

335
336 Member Felice noted that, in the past, concerns had been expressed with
337 northbound traffic on Fairview Avenue and the need for additional traffic
338 controls to address that.

339
340 Mr. Culver recognized that this was an ongoing struggle, even though
341 Fairview Avenue was a Ramsey County roadway, and considered a minor
342 arterial in the overall transportation system. Mr. Culver noted that, if vehicles
343 were discouraged from using Fairview Avenue, they would simply use some
344 other roadway that may be even less desirable for residents. Mr. Culver
345 admitted that further improvements for Fairview Avenue and County Road D
346 were needed to address that heavy congestion, and suggested consideration of
347 a roundabout versus another traffic signal may be an option worth considering
348 to better address the concerns of all parties. While several roundabouts may
349 be helpful as suggested by Member Felice, Mr. Culver noted that there were
350 always right-of-way and other cost implications that needed balancing out.

- 351
352 • **Traffic Signal at County Road C-2 and Cleveland Avenue**
353

In general, Mr. Culver reviewed the federal funds received to-date and previous tax increment financing (TIF) funding used for construction of Twin Lakes Parkway and other improvements; and remaining decisions in how to fund the remaining \$4 million in transportation improvements needed. Mr. Culver reviewed other options available besides TIF, including assessing benefitting properties, using Municipal State Aid (MSA) dollars, which would affect and impact their use for other roadway maintenance, or use of General Fund dollars.

At the request of Member Cihacek, Mr. Culver reviewed pros and cons of using assessments versus TIF and the methodology in identifying and assigning costs per parcel, as some would benefit more than others. Mr. Culver reviewed State Statute requirements and the process under Chapter 429 for assessing those benefits; and the geographic district already established for TIF, and remaining \$800,000 estimated in that TIF Fund that was already committed to the project.

At the request of Member Wozniak, Mr. Schwartz advised that staff would need to research and report back to the PWETC on whether or not it would be feasible or prudent to extend the TIF District for additional years.

Member Wozniak stated that he was concerned about assessments to properties discouraging development, but would not rule it out completely if there was benefit to properties, and no other options were available.

Mr. Schwartz clarified that developers were asked to contribute to improvements as part of a Development Agreement for each property, provided their development project triggered such a process and allowed the City some leverage. However, Mr. Schwartz noted that there was not a consistent process in place for those developments requiring them to install or improve infrastructure unless those triggers were met.

Member Seigler noted that the Twin Lakes Redevelopment Area represented one of the last primer areas of real estate in Roseville.

Mr. Culver concurred, however, he noted that any site in Roseville could be subject to redevelopment given the right opportunity; and while little virgin land was available in Roseville, there were large areas suitable for re-use and redevelopment, even though the Twin Lakes area provided a good opportunity to start from scratch, but dependent on those uses refreshing on their own, since the City could not force redevelopment. However, Mr. Culver opined that, over time and as land values increased with more development occurring around existing uses, the land values would increase even more and it would then make sense for those property owners to redevelopment their parcels.

At the request of Member Seigler, Mr. Culver briefly reviewed the methodology in using TIF, with tax captured on the original use and multi-year deferment of the improved property without any payback while still having increased service

and maintenance needs to address, creating additional demand for services on the General Fund that were not being funded.

Discussion included potential blending of special assessments and TIF funding to fund remaining infrastructure and traffic improvements; cash flowing for developers in proposed projects; and the position of Roseville as an attractive location from development perspectives, with staff continuing to field numerous inquiries from the development community, but no concrete plans at this point, but still requiring Roseville to remain competitive with other metropolitan communities in the market place.

Further discussion included potential internal loan from reserve fund or bonding for the improvements and associated interest; pressures triggering proposed improvements from developers and land use actions by a local jurisdiction triggering certain improvements as traffic capacity increased, and addressed by Ramsey County and MnDOT.

Mr. Schwartz also noted the funding for the proposed construction of the interchange needed to be encumbered by June of 2015 to remain available to the City for the improvement, including costs for engineering and inflation.

At the request of Member Gjerdingen, Mr. Schwartz reviewed current Capital Improvement Program (CIP) dollars available and annual projections for ongoing needs. Mr. Schwartz reported that the CIP Subcommittee and City Council were fully aware of long-term infrastructure needs; and as part of the City Manager-recommended 2015 Budget, the funds currently used to pay the old Street Bond issue being retired this year, were recommended to be applied to the Street Infrastructure Fund, or Pavement Management Program (PMP) fund. Mr. Schwartz reviewed the purpose of the PMP when first endowed to create a fund for ongoing street maintenance and reconstruction rather than assessing residents for those improvements as other communities do. Mr. Schwartz noted that, theoretically, funds could be used for these projected improvements, but over time funding would become inadequate and require the City to assess residents for mill and overlay projects, as well as other maintenance items.

Chair Stenlund suggesting continuing this discussion to a future meeting; and encouraged PWETC members to bring any additional ideas back to the table if they were aware of other funding concepts or options to consider.

7. Community Solar Discussion

Chair Stenlund noted that it was imperative in the very near future for the PWETC to make a recommendation to the City Council to access funding for community solar initiatives if that was the intended goal. Chair Stenlund referenced the staff report and sample ordinance provided from the City of Rosemount and the Roseville City Code sections applicable to this discussion.

Mr. Schwartz briefly reviewed the excerpts of Roseville Code and the Rosemount amended code pertaining to solar recently reviewed; and recommended the input from the City's Planning Commission and Community Development Department staff, as well as other City departments in this discussion. Mr. Schwartz suggested that input be addressed through a joint meeting or with staff of those responsible departments.

Mr. Schwartz briefly reviewed the need to address this soon, as the Minnesota Department of Energy encouraged the City of Roseville to be among forty Minnesota cities who would become "solar ready cities" and eligible for grant funds to update their ordinances and other procedures to implement solar systems. Mr. Schwartz noted that the City Council's goal was to participate in that process.

Over the next few months, Mr. Schwartz suggested that the PWETC brainstorm other issues to be ready for the application process for community solar to become an energy provider within that two month window; and the role of the City in that process. Mr. Schwartz suggested speakers be invited to the PWETC meetings to allow more education of the PWETC and public on the entire process, including Public Utility Commission (PUC) rules for energy credits produced under community solar systems; financial equations for participants in community solar projects; vendors willing to place solar gardens; and public and/or private leasing of rooftops. Mr. Schwartz opined that having that wave of information should allow the PWETC to get up to speed prior to their recommendation to the City Council on how they should participate.

Mr. Schwartz sought feedback from the PWETC on their additional information needs and/or requested speakers.

Mr. Johnson, in his research and comparison of ordinances, specifically between those of the Cities of Rosemount and Roseville, reported that he hadn't found a lot of difference between them. Mr. Johnson did note one obvious revision in the City of Rosemount's ordinance as they expanded references from "solar" as incorporated in the current City of Roseville ordinance to "alternative energy systems" and broadened the definition to allow more diversity, including satellite dishes as part of the revised language. While the wording of both ordinances is similar, Mr. Johnson noted that the revised Rosemount ordinance had been broadened to cover more, making sure that everything had to blend with building architecture, etc. Mr. Johnson suggested it would be good for Roseville to consider those areas beyond solar energy that are now popular and will continue as new technologies come forward; with the goal of encouraging more participation to reduce carbon footprints.

At the request of Chair Stenlund, Mr. Johnson reported that he didn't find anything in the Roseville ordinance that would be prohibitive of alternative solar initiatives.

Mr. Culver clarified that an applicant may need to seek a variance if their installation exceeded certain code heights, but concurred that staff had found no restrictions specific to solar installations.

Chair Stenlund noted the differences between the two communities, with more agricultural-based land uses in Rosemount versus the more urban nature of Roseville. Chair Stenlund asked staff to specifically review the application and permitting process under current code if someone was to seek installation of a solar system in one of four various scenarios: school, City Hall, other rooftop or rooftop on rear yard property, or an industrial facility. Through such a process, Chair Stenlund opined that this could determine if there were any barriers that may prevent a homeowner or commercial property owner from proceeding with a solar application.

Mr. Schwartz noted, as such a scenario related to building and zoning ordinances, that expertise was outside the realm of the Public Works/Engineering Department, and reiterated his suggestion that representatives of the Community Development Department as well as other speakers, should address those specifics with the PWETC. Mr. Schwartz referenced previous speakers on this subject mentioning potential impacts of neighboring properties through installation of solar systems (e.g. shade trees or home additions).

Chair Stenlund opined that larger lot sizes in Roseville may prove beneficial to avoid such negative impacts to adjacent properties.

Member Seigler questioned if solar panels, constituting an active solar system, would need a building permit to ensure they were in compliance with the City's building code; or whether those applications were tied realistically to certain sizes. Member Seigler also suggested reviewing any roadblocks experienced by those already having solar systems in Roseville, or what vendors or property owners have experienced in other communities that may need to be addressed in Roseville.

Chair Stenlund noted this was a good question for the City's Planning Representative as the City began working with the CERTs program on revisions to City Code.

Mr. Schwartz noted that this would be part of the Solar Community Grant to perform that research and any revisions, how residents can coordinate, and involvement of the Planning Commission and any other City departments as applicable. Mr. Schwartz suggested a placeholder on the August 2014 PWETC agenda for more discussion, including a solar developer or installer as a speaker, potential financial partners interested in participating in development of the system, and technologies beyond the City as a public agency.

Prior to those speakers being brought in, Member Seigler suggested in-house discussions with the City's Planning and Community Development Department provide their initial reactions for solar installations within the current City of Roseville ordinances, their comparisons with Rosemount ordinances; and then in September seek comments from vendors or other speakers after the current situation had been sufficiently evaluated and any action steps outlined.

Ms. Schwartz advised that staff would consult with other departments to determine their schedules over the next four weeks.

Chair Stenlund suggested that staff invite local church representatives, one of whom was already working with CERTs on a community solar garden; and their application process in installing it.

Mr. Schwartz noted that a local group, Minnesota Interfaith Power and Water, were working with different church groups on solar options; and suggested a representative from that group would be another good speaker for the PWETC.

At the request of Chair Stenlund, Mr. Schwartz duly noted the PWETC's interest in addressing wind turbine installations, obstacles and court cases from other communities that may be part of this discussion as well.

Other areas of interest expressed by PWETC members included: tree location, sizes and species as they related to solar garden and compatibilities issues, and tree-dominates areas that may not be amenable for solar gardens; similar concerns with adjacent buildings on solar installations; and any areas where boulevard trees may be a conflict of interest.

Member Lenz, as a former member of the Parks & Recreation Commission, noted that that commission also served as the City's Tree Board, and should be consulted on tree issues related to this issue.

Mr. Schwartz stated that staff would send out a link for the PWETC's information regarding a GIS mapping application that students from the U of MN developed to look at property locations to determine if they are or are not good candidates for solar installations.

8. Possible Items for Next Meeting – August 26, 2014

- **Community Solar**
- **Information on TIF Districts** (e.g. extension of time; financial information; or potential development options and infrastructure funding) and other information from the Finance Director and/or Community Development Director (Cihacek)

- 582 • **Costs for intersections as displayed in cross section examples for**
583 **Cleveland Avenue, I-35W and Twin Lakes Parkway** and as cost
584 breakdown of materials, engineering, labor and other costs for those proposed
585 construction projects (Gjerdingen). Member Gjerdingen stated that he was
586 curious if double left turn lanes would affect walkability depending on the
587 width of those lanes.
588

589 Mr. Schwartz advised that numbers were still preliminary at this stage, and
590 refined numbers would be available in the future, but not at this time, since the
591 designs were only preliminary at this stage for Phase III. Mr. Schwartz
592 recommended that this be a conversation for later on, as proposals for
593 professional consulting services were just due later this week, and it would be
594 2-3 months after City Council award on August 11, 2014, for the consultant to
595 perform their work.
596

597 Mr. Culver concurred, noting that the only numbers available at this time
598 would be broad estimates based on preliminary layouts. Mr. Culver noted that
599 once the consultant was hired and provided a detailed design, those refined
600 numbers and cross sections would be provided to the PWETC.
601

- 602 • **Current zoning applications for parking lots (sizes and number of stalls)**
603 **for retail and office applications**, specifically how it related to permeable
604 surfaces, storm water management, walkability, and available transit
605 (Cihacek). Member Cihacek stated that he was interested in learning about the
606 general scope of the ratio of parking to land use, and how the City's other
607 goals were accomplished, based on changing allocations for developments and
608 environmental impacts, shared parking options, and transit corridor changes,
609 all within emerging trends and how the City could support those trends
610 through its zoning qualifications.
611

612 Member Gjerdingen noted that the City of Arden Hills was looking at shared
613 parking options; and suggested part of this discussion include on-street
614 parking in Roseville as well.
615

616 Mr. Schwartz advised that the previous ratio for parking was five to seven
617 spaces per 1,000 square feet of building; but it had been reduced in current
618 ordinance to three to four spaces for that same square footage. Mr. Schwartz
619 noted that there were a number of issues related to parking, and suggested this
620 would be another good discussion with the Community Development
621 Department.
622

623 Member Cihacek noted that, his main concern was, that commercial land use
624 produced a considerable share of the City's storm water runoff, and suggested
625 looking at more ways to mitigate that through infrastructure, etc.
626

627 While not sure if it could be accomplished on the next agenda due to time
628 constraints, Chair Stenlund suggested it was a good topic and directed staff to
629 add it to future discussion.
630

- 631 • Due to his absence at the August PWETC meeting, Member Wozniak asked if
632 the proposed **Ramsey County Recycling Presentation** could be deferred to a
633 future agenda.
634

635 Mr. Culver and Mr. Schwartz noted that staff was still working with Eureka
636 Recycling on a mid-year report; and suggested that topic would tie in with the
637 Ramsey County presentation, and could be deferred to September or October.
638

- 639 • **GreenStep Inventory**
640

641 **9. Adjourn**

642 Member Cihacek moved, Member Gjerdingen seconded, adjournment of the
643 meeting at approximately 9:00 p.m.
644

645 **Ayes: 7**

646 **Nays: 0**

647 **Motion carried.**

Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: August 26, 2014

Item No: 4

Item Description: Communication Items

Projects update:

- 2014 PMP- This project is well underway. Paving will be occurring in the northwest area of the City the week of August 25th. The final areas are waiting for the new storm sewer and drainage improvements to be complete. The City is installing some substantial storm water retention and treatment devices in the northwest corner of the City (Stanbridge St and Manson St, which is now complete) and at Dellwood St and Sherren St behind the Roseville library to address some historic drainage issues. Work on the Dellwood and Sherren system has begun and should be complete within the next two to three weeks.
- County Road B2 Sidewalk Construction – This project consists of constructing a 6 foot sidewalk along the north side of County Road B2 from Lexington Ave to Rice Street as well as along Victoria Street from County Road B2 north to County Road C. Concrete curb and sidewalk has been installed from Lexington to Dale, and in front of Central Park Elementary School. The contractor is working on restoration through this area, and will be completed with this area before school starts. Weather permitting, the sidewalk east of Central Park to Rice Street will be completed by the end of September.
- 2014 Sanitary Sewer Lining Project –This project is about 90 % complete. Work remains on one segment of County Road B-2, Larpenteur Avenue, and an easement through Central Park. The contractor plans to complete the remaining segments after the ground has frozen. The easement work is scheduled for winter work (or frozen ground), to minimize turf damage through Central Park.
- Snelling Ave Bus Rapid Transit: Final plans for this project are under development. All of the stations will be under construction in 2015 with the BRT service starting in late 2015. Metro Transit will be starting a public outreach effort involving Public Art for the new stations. Currently we are in the early stages of the Public Art discussion. It should be noted that given the scale of this project and the budget it may be likely that not every station will get a public art element. Staff will continue to update the Commission on this item.
- I-35W Interchange Project: The City received three proposals for engineering services for the design and construction administration of the intersection at the 35W north ramps and Cleveland Ave. Based on staff scoring of the proposals, the City Council awarded a contract to SRF Consulting Group. This project is expected to be under construction in 2015. We will update the commission with a revised layout of this project likely in October.
- County Road B Pathway: At its August 11th meeting, the City Council voted to restrict parking between Fairways Lane and Fulham Street based on input from the residents in that area via a mailed survey. The alternative to restricting parking would have been to

pave a wider strip in this area to support both parking and the pathway. The decision by Council results in widening the shoulder area here by about 2 feet to support the pathway only. The pathway is under construction. Work has been focused on the area east of Fulham to date, but crews are now prepping the area west of Fulham. Paving is expected within the next two weeks but is dependent on contractor availability.

- Victoria Street Reconstruction and Sidewalk Project: Staff is starting preliminary work on next year's reconstruct project along Victoria Street south of County Road B. This project will involve complete reconstruction of the roadway, curb and gutter installation at various points, storm water improvements, as well as a new sidewalk. The sidewalk will extend north and tie into the new sidewalk at County Road B2. The City is working with the County and their expected mill and overlay project on Victoria north of County Road B to possibly narrow the roadway to make room for the sidewalk on the east side of the roadway. More information on this project will be available in the coming months.
- The City's water tower is currently being painted, both inside and out. Because of this, the water tower is empty and the City's water distribution system is tied into the Arden Hills system. The work is expected to be complete in about three weeks at which time the water tower will be put back in service.

Maintenance Activity:

- Staff is starting a City wide sweeping of the streets. This will take about two weeks.
- Staff has been spending a significant amount of time monitoring and cleaning drainage infrastructure due to the number of rainfall events.
- Street maintenance staff is spending a significant amount of time mowing boulevards and maintaining streetscape areas.
- Seasonal street maintenance activities continue with general patching operations as well as crack sealing.
- Street crews are preparing the County Road B shoulder widening for a pedestrian facility.
- Street maintenance crews are preparing a segment of the Langton Lake Pathway for resurfacing.
- Utility crews continue with preventive maintenance activities including hydrant and gate valve repairs, meter installations, and sewer jetting (cleaning) operations.

Other:

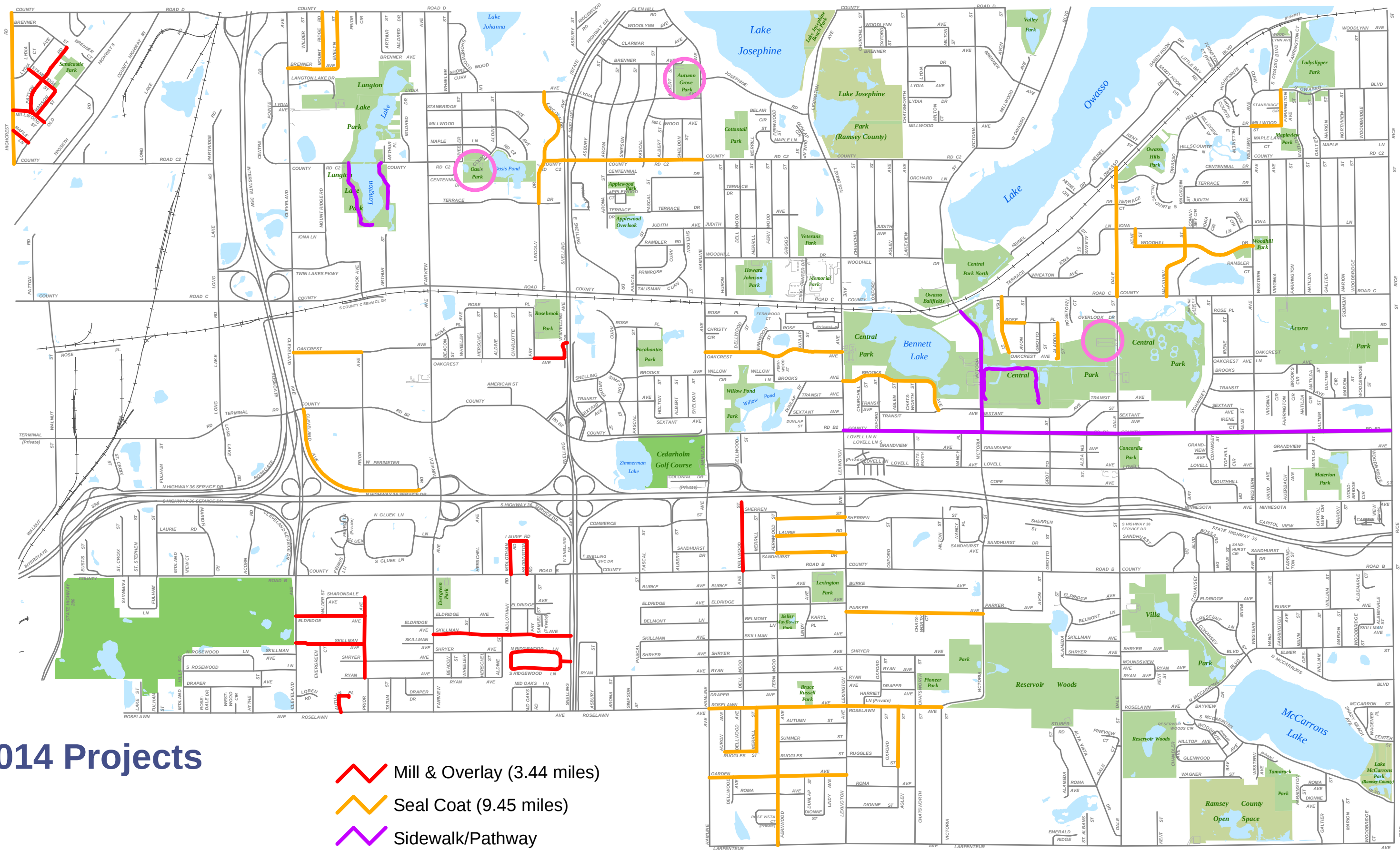
TIF (tax increment financing) information. The Commission had asked for additional information on the workings TIF funding. Attached are a couple of documents that explain TIF funding for cities.

Attachments:

A: 2014 Project Map

B: 2014 Sewer Lining Map

C: TIF Funding information



2014 Projects

-  Mill & Overlay (3.44 miles)
-  Seal Coat (9.45 miles)
-  Sidewalk/Pathway
-  Parking Lot

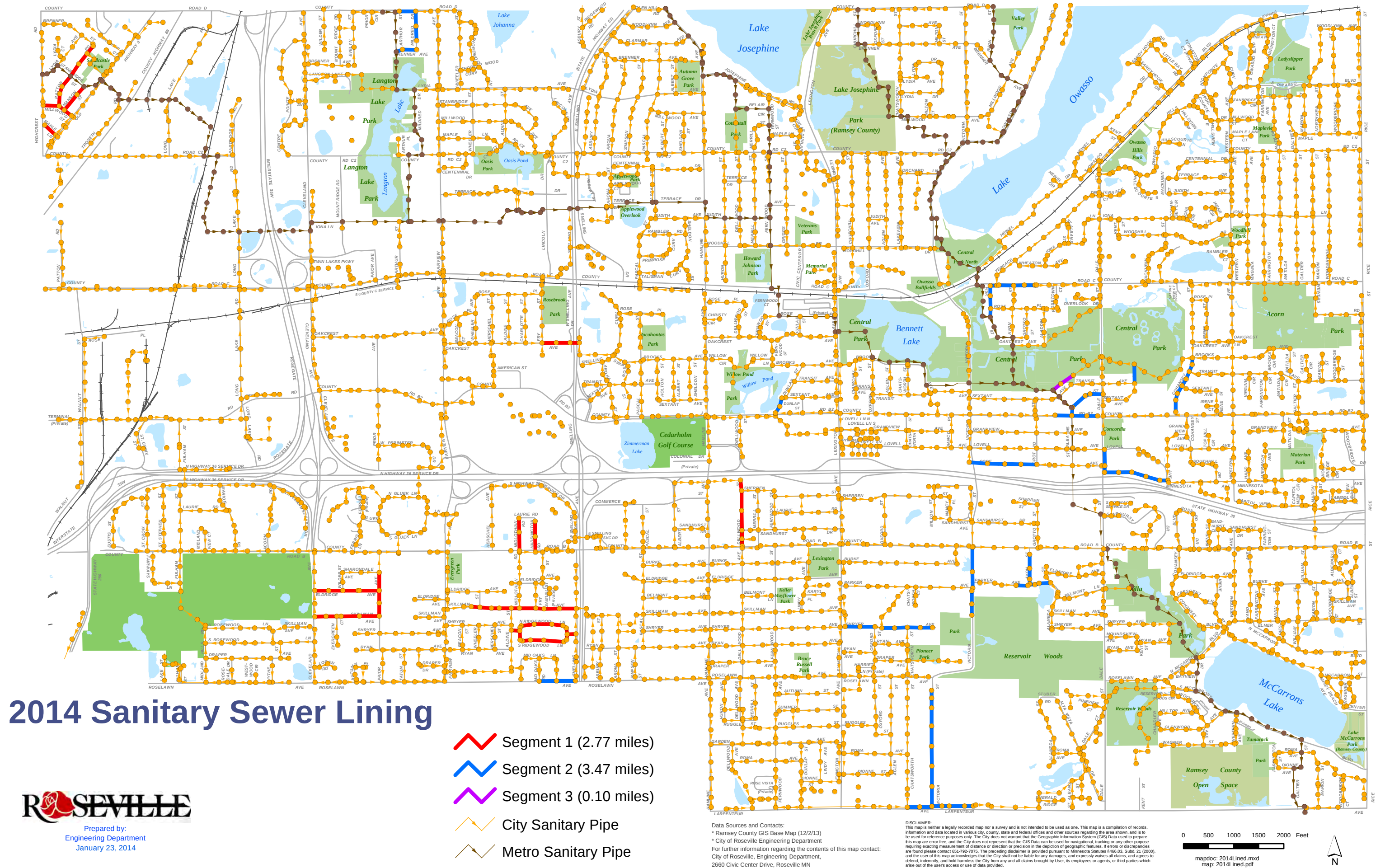


Prepared by:
Engineering Department
May 22, 2014

Data Sources and Contacts:
* Ramsey County GIS Base Map (4/29/13)
* City of Roseville Engineering Department
For further information regarding the contents of this map contact:
City of Roseville, Engineering Department,
2660 Civic Center Drive, Roseville MN

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HOUSE RESEARCH

Short Subjects

Joel Michael

Updated: June 2014

Tax Increment Financing

What is TIF?

Tax increment financing (TIF) uses the increased property taxes that a new real estate development generates to finance costs of the development. In Minnesota, TIF is used for two basic purposes:

- To induce or cause a development or redevelopment that otherwise would not occur—e.g., to convince a developer to build an office building, retail, industrial, or housing development that otherwise would not be constructed. To do so, the increased property taxes are used to pay for costs (e.g., land acquisition or site preparation) that the developer would normally pay.
- To finance public infrastructure (streets, sewer, water, or parking facilities) that are related to the development. In some cases, the developer would be required to pay for this infrastructure through special assessments or other charges. In other cases, all taxpayers would pay through general city taxes.

How does TIF work?

When a new TIF district is created, the county auditor certifies (1) the current net tax capacity (i.e., property tax base) of the TIF district and (2) the local property tax rates. As the net tax capacity of the district increases, the property taxes (i.e., the “tax increment”) paid by this increase in value is dedicated and paid to the development authority. The tax increment is limited to the tax derived from the certified tax rate. Increases in value that generate increment may be caused by construction of the development or by general inflation in property values. The authority uses the increment to pay qualifying costs (e.g., land acquisition, site preparation, and public infrastructure) that it has incurred for the TIF project.

How is TIF used to pay “upfront” development costs?

There is a mismatch between when most TIF costs must be paid—at the beginning of a development—and when increments are received—after the development is built and begins paying higher property taxes. Three basic financing techniques are used to finance these upfront costs:

- **Bonds.** The authority or municipality (city or county) may issue its bonds to pay these upfront costs and use increment to pay the bonds back. Often, extra bonds are issued to pay interest on the bonds (“capitalizing” interest) until increments begin to be received.
- **Interfund loans.** In some cases, the authority or city may advance money from its own funds (e.g., a development fund or sewer and water fund) and use the increments to reimburse the fund.
- **Pay-as-you-go financing.** The developer may pay the costs with its own funds. The increments, then, are used to reimburse the developer for these costs. This type of developer financing is often called “pay-as-you-go” or “pay-go” financing.

What governmental units can use TIF?

Minnesota authorizes development authorities to use TIF. These authorities are primarily housing and redevelopment authorities (HRAs), economic

development authorities (EDAs), port authorities, and cities. In addition, the “municipality” (usually the city) in which the district is located must approve the TIF plan and some key TIF decisions. TIF uses the property taxes imposed by all types of local governments. But the school district and county, the two other major entities imposing property taxes, are generally limited to providing comments to the development authority and city on proposed uses of TIF. The state-imposed tax on commercial-industrial and seasonal-recreational properties is not captured by TIF.

What is the but-for test?

Before an authority may create a TIF district, it and the city must make “but-for” findings that (1) the development would not occur without TIF assistance and (2) that the market value of the TIF development will be higher (after subtracting the value of the TIF assistance) than what would occur on the site, if TIF were not used.

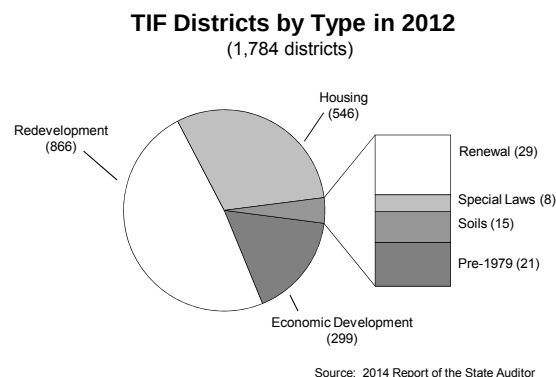
What types of TIF districts may be created?

Minnesota allows several different types of TIF districts. The legal restrictions on how long increments may be collected, the sites that qualify, and the purposes for which increments may be used vary with the type of district.

District type	Use of Increment	Maximum duration
Redevelopment	Redevelop blighted areas	25 years
Renewal and renovation	Redevelop areas with obsolete uses, not meeting blight test	15 years
Economic development	Encourage manufacturing and other footloose industries	8 years
Housing	Assist low- and moderate-income housing	25 years
Soils	Clean up contaminated sites	20 years
Compact development	Redevelop commercial areas with more dense developments	25 years

How many TIF districts exist?

According to the 2014 report of the Office of State Auditor (OSA), there were 1,784 active TIF districts in 2012. The graph shows the relative shares by type of district.



For more information: Contact legislative analyst Joel Michael at 651-296-5057. Also see the House Research website for more information on TIF at www.house.mn/hrd/issinfo/tifmain.aspx.

The Research Department of the Minnesota House of Representatives is a nonpartisan office providing legislative, legal, and information services to the entire House.

Tax Increment Financing (TIF) Overview (January, 2006)

What is TIF?

Tax Increment Financing, or TIF, is a financing tool that is designed to advance public development. TIF was first introduced in 1946, but was not widely used until the 1970's, when many federally assisted housing and urban development programs were phased out. Later, in 1979, the MN Legislature created the Tax Increment Financing Act. The TIF Act, while amended numerous times, remains the basis of all TIF use today.

Tax increment is the difference between the property taxes paid on a parcel of land before development, and the increased property taxes created by the new development. The additional, or incremental, property taxes are used to pay for the extraordinary costs of the new development.

Public Purpose and 'But For' Test

In order for TIF to be used, a jurisdiction must establish a public purpose and meet what is called the 'but for' test. The public purposes for which TIF can be used include, but are not limited to; creating jobs, redeveloping blighted areas, constructing affordable housing, or cleaning up contaminated soils.

The primary objective of TIF is to encourage certain types of development or redevelopment that would not normally occur without the use of TIF. It must be established that 'But for' the use of TIF, the project would not occur.

Why is TIF Needed?

TIF is needed when the marketplace is unwilling to provide the desired development or redevelopment. As an example, let's assume the City has a particular area with two lots adjacent to each other. The first lot contains a viable business that pays \$5,500 in annual property taxes. The second lot contains some contaminated soils and remains vacant of any business because the general marketplace has determined that the soil cleanup costs would make it cost-prohibitive to develop. To explain why lot #2 is cost-prohibitive to develop, a hypothetical example is shown below.

	'Clean' Lot	Contaminated Lot
Cost to purchase the lot	\$ 100,000	\$ 100,000
Soil cleanup costs	-	50,000
Development/construction costs	<u>1,000,000</u>	<u>1,000,000</u>
Total costs	\$ 1,100,000	\$ 1,150,000
Estimated resale value of the lot	1,125,000	1,125,000
Net profit (loss)	\$ 25,000	(\$25,000)

In this example, the presence of contaminated soils results in a net loss to the developer – hence they would not normally develop the lot 'but for' the presence of public assistance. If the City is willing to pay for the soil cleanup costs, the development would be more likely to occur.

Tax Increment Financing (TIF) Overview

How does TIF Work?

As noted above, tax increment is the difference between the existing property taxes paid on a parcel of land before development, and the increased property taxes created by the new development. In the example above, lot #2 pays taxes only on the land, say \$500. However, it is known that if the lot is developed similar to lot #1, it too will pay \$5,500 annually in taxes.

Now let's assume that the City creates a TIF district to clean up lot #2, and agrees to reimburse the developer for the \$50,000 in soil cleanup costs. This gives the developer the necessary incentive to go forward with the project. How does the City come up with the \$50,000? From the additional (or incremental) property taxes that are now paid by the newly developed lot. The example below demonstrates how TIF works.

	Before Development	After Development
Property tax paid on the land	\$ 500	\$ 500
Property tax paid on the building	-	<u>5,000</u>
Total property tax	\$ 500	\$ 5,500

In this example, after the development is created an additional \$5,000 in property taxes is generated. The additional taxes are captured each year for ten years, and remitted to the developer.

Is TIF Good or Bad?

Whether the use of TIF is good or bad depends on the desires of the community. If the community desires to clean up contaminated soils, remove blighted areas, or create affordable housing, TIF may be a viable solution. If the community is willing to accept what the marketplace will bear, TIF may not be appropriate. The list of advantages and disadvantages of TIF is long and varied.

In the example above, the City paid the developer \$50,000. Was this a good investment? Again, it depends. Some would argue that the City shouldn't have provided this 'public subsidy'. Others would suggest, that 'but for' the development, the City wouldn't have had the \$50,000 in the first place. Similar ideological differences exist when trying to compare the development's long-term benefits with the long-term public costs.

Above all else, the desires of the community should remain a priority when determining whether to use TIF.

**Roseville Public Works, Environment and
Transportation Commission**

Agenda Item

Date: August 26, 2014

Item No: 5

Item Description: Community Solar Discussion

Background:

Staff has arranged for Brian Ross from CR Planning to give a presentation to the Commission. Brian is an expert in this area and expects to be under contract within the next month to provide technical assistance to cities on solar projects. We would like the Commission to be prepared to ask questions that will help the group develop a vision for the City of Roseville's role in solar energy and community solar.

Staff has also used the GIS tool developed by the University of Minnesota to develop the attached map of solar potential in the city. We have identified the public parcels to help understand where the opportunities are on those properties.

The link to the GIS mapping tool is:

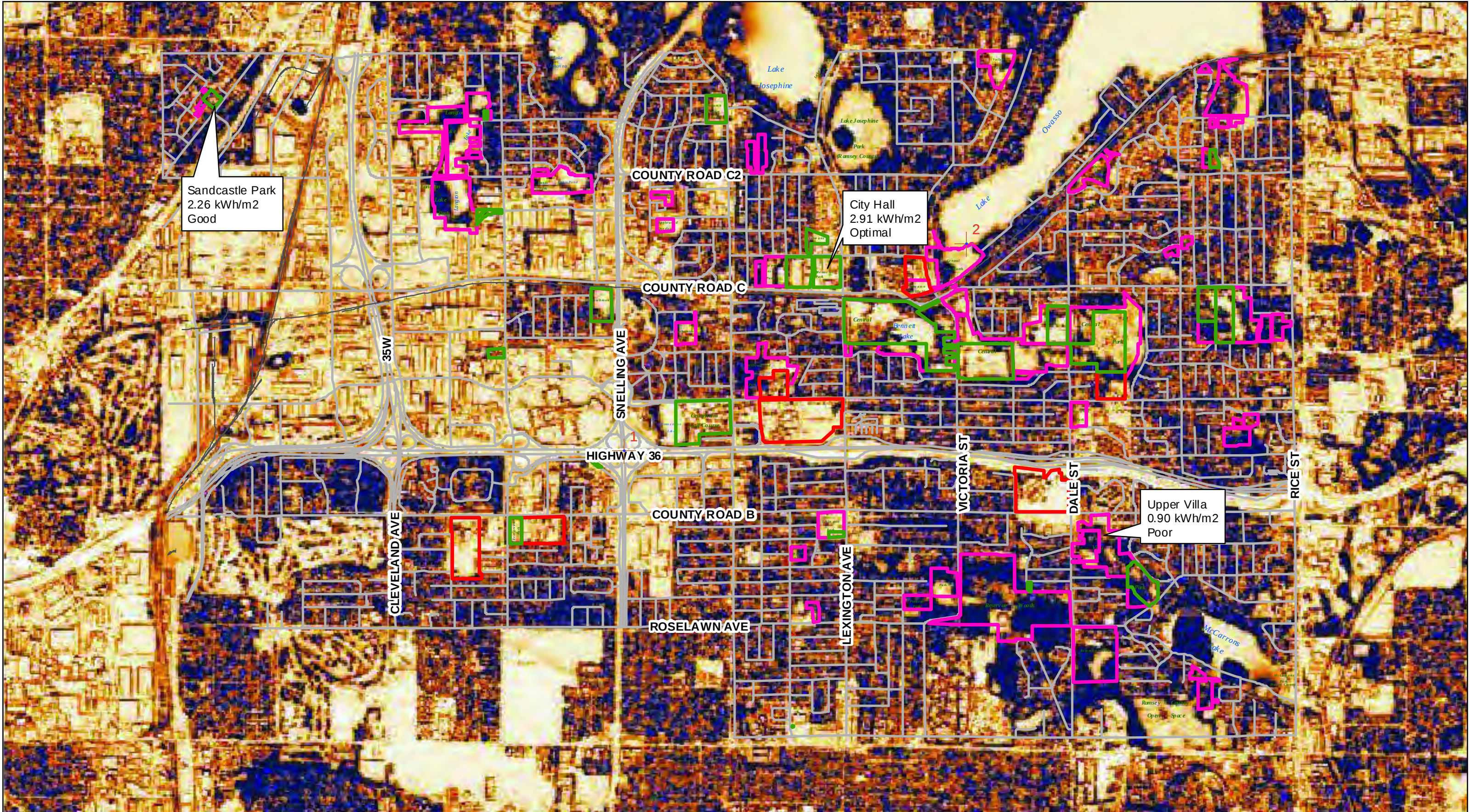
<http://maps.umn.edu/solar/>

Recommended Action:

Receive the presentation and discuss the city's role.

Attachments:

A. Map of solar potential

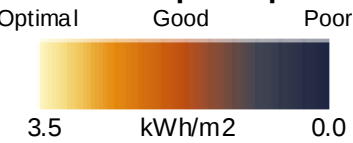


Public Property Solar Potential

Public Land

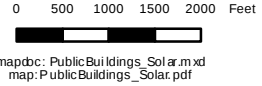
- City Building
- School Building: ISD 623
- Parkland

Solar Radiation per Square Meter



Data Sources and Contacts:
* Ramsey County GIS Base Map (12/02/13)
* City of Roseville Engineering Department
For further information regarding the contents of this map contact:
City of Roseville Engineering Department,
2660 Civic Center Drive, Roseville MN

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**Roseville Public Works, Environment and
Transportation Commission**

Agenda Item

Date: August 26, 2014

Item No: 6

Item Description: GreenStep Inventory

Background:

Attached is a summary sheet of the Greenstep Cities inventory of current practices that the city has achieved and the entire list of practices and requirements for the Greenstep program. Staff will walk through the program with the Commission and discuss areas we are working on.

Our website is active and staff is assembling data to enter into the program.

Recommended Action:

Receive presentation and discuss next steps.

Attachments:

- A. Current Inventory
- B. Greenstep Cities requirements

	>> to receive recognition from the GreenStep Cities program, you will need to type information on completed actions into the GreenStep website <<		
	MINNESOTA GREENSTEP CITIES BEST PRACTICES, ACTION OPTIONS AND PROGRAM REQUIREMENTS (8/30/2013)	Use this spreadsheet to do an initial inventory of city actions. Consider checking off which actions are: Completed, In process, Planned, & Who the responsible person / entity is.	Required for a Category A city
	Buildings & Lighting Best Practices Category		BP #1 plus ONE other Building BP required
	Best Practice #1: Efficient Existing Public Buildings		Required BP
	Action (1) for this best practice: Enter baseline information into the Minnesota <u>B3 database</u> and routinely enter monthly energy use data from city-owned buildings.	In Progress	Required action
	(2) Make no/low cost <u>facility operations & maintenance</u> changes to city-owned/school buildings to reduce energy costs.	In Progress	Required action
	(3) Invest in energy efficiency opportunities through <u>recommissioning/retrofitting</u> city-owned/school buildings or by using the Guaranteed Energy Savings Program.		Required: choose one additional BP action from actions (3) - (7)
	(4) Implement <u>information technology efforts and city employee engagement</u> to reduce plug loads and building energy use.		
	(5) Document that the <u>new construction or major remodeling</u> of a public building has met or qualifies under a green building framework.	Completed	
	(6) Document that the <u>operations & maintenance</u> of city-owned/school buildings meets or qualifies under a green building framework.		
	(7) Install for one or more city-owned/school buildings at least one of the following <u>energy efficiency measures</u> :		
	a. A ground-source, closed loop geothermal system.	Completed	
	b. A district energy/microgrid system.		
	>> <u>For each best practice, see the web page listed to view detailed guidance, implementation tools and which cities are completing the actions:</u> http://greenstep.pca.state.mn.us/bestPracticesDetail.cfm?bpid=1		
	2. Efficient Existing Private Buildings		Optional BP
	(1) Create or participate in a <u>marketing and outreach program</u> to promote/achieve residential energy/water use reduction and energy efficiency.	Completed	If implementing this BP, complete at least TWO actions.
	(2) Integrate green building practices information and assistance into the <u>building permit process</u> .		
	(3) Implement an <u>energy rating/disclosure policy</u> for residential or commercial buildings.		
	(4) Describe energy/water efficiency actions and other green building <u>practices at businesses</u> located within/nearby the city.		
	(5) Conserve <u>drinking/groundwater resources</u> by adopting a watering ordinance, water-wise landscaping ordinance/guidance, or a WaterSense purchasing program.	Completed	

(6) Provide a financial or other <u>incentive to private parties</u> who add energy/sustainability improvements or renovate using a green building framework. (7) Customize a model <u>sustainable building renovation policy</u> and adopt the language to govern commercial renovation projects that: a. Receive city financial support, and/or b. Require city regulatory approval (conditional use permits, rezonings, variances, PUD status). http://greenstep.pca.state.mn.us/bestPracticesDetail.cfm?bpid=2	Completed	
3. New Green Buildings		Optional BP
(1) Require by city policy that <u>new city-owned buildings</u> built in the future use a green building framework.	Completed	
(2) Work with the local <u>school district</u> to ensure that future new schools are built using a green building framework		If implementing this BP, complete at least action (1) or (2) and ...
(3) Customize a model sustainable building policy and adopt language governing <u>new private development projects</u> that:		
a. Receive city financial support, and/or		
b. Require city regulatory approval (conditional use permit, rezoning, variance, PUD).		
(4) Provide a financial or other <u>incentive to private parties</u> who build new buildings that utilize a green building framework		
(5) Adopt environmentally preferable covenant guidelines for new <u>common interest communities</u> addressing issues such as stormwater, native vegetation, growing food, clothes lines and renewable energy.		... complete at least ONE additional action (3) through (5).
http://greenstep.pca.state.mn.us/bestPracticesDetail.cfm?bpid=3		
4. Efficient Outdoor Lighting and Signals		Optional BP
(1) Require energy efficient, Dark-Sky compliant <u>new or replacement outdoor lighting</u> fixtures on city-owned/private buildings and facilities.		
(2) Require all <u>new street lighting</u> to be Dark-Sky compliant and all <u>new traffic signals</u> to be EnergyStar compliant.	Completed	
(3) Modify any city <u>franchise or other agreement with a utility</u> to facilitate rapid replacement of inefficient street lighting.	Completed	
(4) Coordinate <u>traffic signals</u> and/or optimize signal timing so as minimize car idling at intersections yet maintain safe and publicly acceptable vehicle speeds.		
(5) Use <u>LED/solar-powered lighting</u> for a flashing sign or in a street, parking lot or park project.	Completed	
(6) Relamp/improve <u>exterior building lighting</u> for city-owned buildings/facilities with energy efficient, Dark-Sky compliant lighting.	Check	
(7) Replace city-owned <u>parking lot/ramp lighting</u> with Dark-Sky compliant, energy efficient, automatic dimming lighting technologies.	Check	
(8) Replace the city's <u>existing traffic signals</u> with energy efficient LED or equivalent lighting technologies	Check	
http://greenstep.pca.state.mn.us/bestPracticesDetail.cfm?bpid=4		
5. Building Reuse		Optional BP
(1) Adopt an <u>historic preservation ordinance/regulations</u> to encourage adaptive reuse.		

	(2) Implement the <u>Minnesota Main Street</u> model for commercial revitalization.		If implementing this BP, complete at least ONE action.
	(3) Work with a <u>local school</u> to either add-on space, or to repurpose space into non-school uses.		
	(4) Create/modify a green <u>residential remodeling</u> assistance/financing program to assist homeowners in adding space to their existing homes.	Completed	
	(5) Adopt development and design standards that facilitate <u>infill and redevelopment</u> .	Completed	
	http://greenstep.pca.state.mn.us/bestPracticesDetail.cfm?bpid=5		
Land Use Best Practices Category			BP #6 plus ONE other Land Use BP required
6. Comprehensive Plan and Implementation			Required BP
	(1) Adopt/have an adopted <u>comprehensive plan</u> OR, Category B and C cities may simply adopt a <u>land use plan</u> that was adopted by a regional entity or the county.	Completed	Required action
	(2) Demonstrate that <u>regulatory ordinances comply</u> with the comprehensive plan including but not limited to having the zoning ordinance explicitly reference the comprehensive plan as the foundational document for decision making.	Completed	Required action
	(3) Include requirements in comprehensive and/or other plans for <u>intergovernmental coordination</u> addressing land use and watershed impacts, infrastructure, economic development and city/regional services.		
	(4) Include <u>ecological provisions</u> in the comprehensive plan that explicitly aim to minimize open space fragmentation and/or establish a growth area with expansion criteria.		
	(5) Adopt <u>climate protection/adaptation, resiliency or energy independence goals</u> and objectives in the comprehensive plan or in a separate policy document, and link these goals to direct implementation recommendations.		
	http://greenstep.pca.state.mn.us/bestPracticesDetail.cfm?bpid=6		
7. Efficient City Growth			Optional BP
	(1) <u>Limit barriers to higher density housing</u> by including in the city zoning ordinance and zoning map:		If implementing this BP, complete at least ONE action.
	a. Neighborhood single-family density at seven units per net acre or greater.	Completed	
	b. Multi-family housing at a gross density of at least 15 units per acre adjacent to a commercial zoning district or transit center.		
	(2) <u>Encourage higher density housing</u> through at least two of the following strategies:		
	a. Incorporate a flexible lot size/frontage requirement for infill development.		
	b. Use density and floor area ratio (FAR) bonuses in selected residential zoning districts.		
	c. Tie a regulatory standard to comprehensive plan language defining compact city expansion zones that limit low-density development.		
	d. Allowing accessory dwelling units or co-housing by right in selected zoning districts.	Completed	
	(3) <u>Encourage a higher intensity of commercial</u> land uses through at least one of the following strategies:		

	a. Include in the city zoning ordinance and zoning map a commercial district with reduced lot sizes and zero-lot-line setbacks, or a FAR minimum between .75 and 1.		Check
	b. Set targets for the minimum number of employees/acre in different commercial zones.		
	(4) Provide <u>incentives</u> for infill projects, or for life-cycle housing at or near jobs or retail centers, or for achieving an average net residential density of seven units per acre.		
	(5) Modify the city zoning ordinance and zoning map to allow, without variance or rezoning in at least one district, developments that meet the prerequisites for <u>LEED-Neighborhood Development</u> certification.		
	http://greenstep.pca.state.mn.us/bestPracticesDetail.cfm?bpid=7		
8. Mixed Uses			Optional BP
	(1) Organize or participate in a <u>community planning/design process</u> for a mixed use area of the city.		If implementing this BP, complete at least TWO actions.
	(2) Locate or lease a school, city building or other <u>government facility</u> that has at least two of these attributes:		
	a. Adjacent to an existing employment or residential center.		
	b. Designed to facilitate and encourage access by walking and biking.		
	c. Accessible by regular transit service.		
	(3) Modify a planned unit development – <u>PUD - ordinance</u> to emphasize mixed use development or to limit residential PUDs to areas adjacent to commercial development.	Completed	
	(4) Certify a new development as complying with <u>LEED for Neighborhood Development</u> standards, including the mixed-use credits.		
	(5) Have a <u>downtown zoning district</u> that allows residential and compatible commercial development.		
	(6) Incorporate <u>form-based zoning</u> approaches into the zoning code, in those areas where a diverse mix of uses is desired		
	(7) Create incentives for <u>vertical mixed-use</u> development in appropriate locations (downtown, commercial districts near colleges or universities, historic commercial districts).		
	http://greenstep.pca.state.mn.us/bestPracticesDetail.cfm?bpid=8		
9. Efficient Highway-Oriented Development			Optional BP
	(1) Establish <u>design goals</u> for at least one highway corridor.	Completed	If implementing this BP, complete at least ONE action.
	(2) Participate in <u>regional economic development planning</u> with representatives from surrounding townships, cities, the county and business interests to:		
	a. Estimate commercial/industrial needs among all jurisdictions.		
	b. Jointly implement recommendations to stage highway commercial development in order to avoid overbuilding and expensive low-density development.		
	(3) Adopt <u>transportation infrastructure design standards</u> that protect highway, economic and ecologic functions of the corridor through clustering of development and incorporating access management standards.	Completed	

	(4) Adopt a <u>highway commercial zoning district</u> that permits only auto-oriented land uses.	Completed	
	(5) Require <u>decommissioning in development agreements</u> for large format developments should they remain vacant for several years.		
	http://greenstep.pca.state.mn.us/bestPracticesDetail.cfm?bpid=9		
10. Conservation Design			Optional BP
	(1) Conduct a Natural Resource Inventory or Assessment (<u>NRI and NRA</u>); incorporate protection of priority natural systems or resources through the subdivision or development process	Check	If implementing this BP, complete at least ONE action.
	(2) For cities outside or on the fringe of metropolitan areas, conduct a <u>cost of public services study</u> for development outside the city grid and adopt development standards or a concurrency ordinance to ensure staged urban growth that protects natural systems.		
	(3) For cities within metropolitan areas, incorporate by policy <u>woodland best management practices</u> into zoning or development review.		
	(4) For cities with undeveloped natural resource areas use, or adopt as policy the use of a <u>conservation design scorecard</u> as a tool in negotiating development agreements.		
	(5) Develop/fund a <u>conservation easement program</u> , such as a purchase of development rights program, in collaboration with a land trust.		
	http://greenstep.pca.state.mn.us/bestPracticesDetail.cfm?bpid=10		
Transportation Best Practices Category			BP #11 and BP #12 required
11. Complete Green Streets			Required BP
	(1) Adopt a <u>complete streets policy</u> that also addresses street trees and stormwater.	Check	Complete action (1), and ...
	(2) Adopt zoning language or approve a development agreement for a selected area/project that is substantially equivalent to the <u>LEED for Neighborhood Development</u> certification, including credits for Walkable Streets and Street Network.		... complete TWO additional actions.
	(3) Document inclusion/installation of <u>green infrastructure elements</u> as well as grey infrastructure elements in at least one complete streets reconstruction project.	Completed	
	(4) Identify, prioritize and <u>remedy complete streets gaps</u> and lack of connectivity within your road network by, for example, adding a bike route/lane, truck route or sidewalk.	Completed	
	(5) Identify and <u>remedy street-trail gaps</u> between city streets and offroad trails/bike trails to better facilitate walking and biking.	Check	
	(6) Implement <u>traffic calming measures</u> , including road diets, shared space and depaving, in at least one street redevelopment project.	Completed	
	http://greenstep.pca.state.mn.us/bestPracticesDetail.cfm?bpid=11		
12. Mobility Options			Required BP
	(1) <u>Promote walking, biking and transit</u> use by one or more of the following means:		
	a. Produce/distribute route maps, signage or a web site.		
	b. Document increased bike facilities, such as racks, bike stations, and showers.		
	c. Add bus infrastructure, such as signage, benches, shelters, park and ride lots and real-time arrival data streaming.		

	d. Increase the number of employers who promote multiple commuting options, including offering qualified transportation fringe benefits instead of only a tax-free parking fringe benefit.		Complete at least TWO actions.
	e. Be recognized as a Walk Friendly or Bicycle Friendly Community.	Completed	
	(2) Launch an <u>Active Living campaign</u> such as a Safe Routes to School program.		
	(3) Prominently identify <u>mobility options</u> : transit; paratransit/Dial-A-Ride; cab service; rental cars; bikes.	Completed	
	(4) Promote <u>carpooling or ridesharing</u> among community members, city employees, businesses, high schools and institutions of higher education.	Completed	
	(5) Launch <u>telework/flexwork</u> efforts in city government, businesses or at a local health care provider.		
	(6) Add/expand <u>transit service, or promote car/bike sharing</u> .	Completed	
	http://greenstep.pca.state.mn.us/bestPracticesDetail.cfm?bpid=12		
13. Efficient City Fleets			Optional BP
	(1) <u>Efficiently use existing fleet</u> of city vehicles by encouraging trip bundling, video conferencing, carpooling, vehicle sharing and incentives/technology.		If implementing this BP, complete at least TWO actions.
	(2) <u>Right-size/down-size</u> the city fleet with the most fuel-efficient vehicles that are of an optimal size and capacity for their intended functions	Completed	
	(3) Phase-in no-idling practices, <u>operational and fuel changes</u> , and <u>equipment changes</u> including electric vehicles, for city or local transit fleets.	Completed	
	(4) Phase in <u>bike, foot or horseback</u> modes for police, inspectors and other city staff.	Completed	
	(5) Document that the local <u>school bus fleet</u> has optimized routes, start times, boundaries, vehicle efficiency and fuels, driver actions to cut costs including idling reduction, and shifting students from the bus to walking, biking and city transit.		
	(6) Retrofit <u>city diesel engines</u> or install auxiliary power units, utilizing Project GreenFleet or the like.		
	http://greenstep.pca.state.mn.us/bestPracticesDetail.cfm?bpid=13		
14. Demand-Side Travel Planning			Optional BP
	(1) <u>Right-size or eliminate parking</u> minimum development standards and add parking maximums in pedestrian-friendly or transit-served areas.	Completed	If implementing this BP, complete at least TWO actions.
	(2) For cities with regular transit service, require or provide incentives for the siting of <u>retail services</u> at transit/density nodes.		
	(3) For cities with regular transit service, require or provide incentives for the siting of <u>higher density housing</u> at transit/density nodes.	Completed	
	(4) Adopt a travel demand management plan for <u>city employees or incorporate into development regulations</u> TDM or transit-oriented development standards.	Completed	
	(5) Document that a development project certifies under the <u>LEED for Neighborhood Development</u> program and is awarded at least one of the following credits:		
	a. Transportation Demand Management.		
	b. Housing and Jobs Proximity.		
	http://greenstep.pca.state.mn.us/bestPracticesDetail.cfm?bpid=14		
Environmental Management Best Practices Category			BP #15, BP #16, BP #17 and ONE other BP required

15. Purchasing			Required BP
(1) Adopt an environmentally preferable purchasing policy or administrative guidelines/practices directing that the city purchase at least:	Check	Complete action (1), and ...	
a. <u>EnergyStar</u> certified equipment and appliances and			
b. <u>Paper</u> containing at least 30% post-consumer recycled content.			
(2) Purchase energy used by city government/distributed by a municipal utility from <u>renewable energy</u> sources.		... complete at least ONE additional action.	
(3) Establish a <u>local purchasing</u> preference and, working with a local business association, develop a list of locally-produced products and suppliers for common purchases.			
(4) Require purchase of U.S. EPA <u>Water Sense</u> -certified products.	Completed		
(5) Set minimum standards for the percentage of <u>recycled-content</u> material in asphalt and roadbed aggregate or other construction materials.			
(6) Require <u>printing services</u> to be purchased from companies certified by Minnesota Great Printers or by the Sustainable Green Printing Partnership.			
(7) Lower the environmental footprint of <u>meetings and events</u> in the city.	Completed		
(8) Use state and national green <u>standards/guidelines</u> for at least 3 categories of purchasing.			
http://greenstep.pca.state.mn.us/bestPracticesDetail.cfm?bpid=15			
16. Urban Forests			Required BP
(1) Certify as a <u>Tree City USA</u> .	Completed	Complete at least TWO actions.	
(2) Adopt as policy MN Tree Trusts' <u>Best Practices</u> and use the guidelines in at least one development project to achieve an excellent or exemplary rating.			
(3) Budget for and achieve urban <u>canopy/ tree planting goals</u> .			
(4) Maximize tree planting along your <u>main downtown street</u> or throughout the city.	Completed		
(5) Adopt at least one of the following tree/landscape <u>ordinances/policies</u> :			
a. Adopt a policy of no net loss of specified natural landscapes.	Completed		
b. Adopt an ordinance/policy relating to protection of trees on public and private parcels affected by city planning/regulatory processes.	Completed		
c. Adopt landscaping/nuisance ordinances that promote, rather than create barriers for, native vegetation.	Completed		
(6) Build community capacity to <u>protect existing trees/to plant resilient species</u> by certifying at least one or more local staff/volunteers.	Completed		
http://greenstep.pca.state.mn.us/bestPracticesDetail.cfm?bpid=16			
17. Efficient Stormwater Management			Required BP
(1) Complete the <u>Blue Star City</u> stormwater management assessment and be recognized for implementing the actions therein.			
(2) Adopt by <u>ordinance</u> one or more of the following:			
a. A narrower streets provision that permits construction of 24-foot roads for public, residential access and subcollector streets (with fewer than 500 average daily trips).			
b. A 1.5 inch rainfall on-site rainwater infiltration design requirement for construction sites.			

	c. A stormwater runoff volume limit to pre-development volumes for the 5-year, 24-hour rainfall maximum event.		Complete at least ONE action.
	(3) THIS ACTION UNDER CONSTRUCTION		
	(4) Create a <u>stormwater utility</u> that uses variable fees to incentivize enhanced stormwater management, minimize the volume of and pollutants in runoff, and educate property owners.	Completed	
	(5) Adopt and implement guidelines for, or adopt required design standards/incentives for, at least one of the following <u>stormwater infiltration/reuse techniques</u> :		
	a. Rain gardens or green roofs.	Completed	
	b. Cisterns and other stormwater reuse strategies.		
	c. Green alleys or green parking lots.		
	d. Pervious/permeable pavement or pavers.		
	(6) Adopt an ordinance with <u>erosion and sediment control</u> provisions as well as requirements for permanent stormwater treatment.	Completed	
	http://greenstep.pca.state.mn.us/bestPracticesDetail.cfm?bpid=17		
18. Parks and Trails			Optional BP
	(1) Identify and <u>remedy gaps</u> within your city's system of parks, offroad trails and open spaces.	Completed	If implementing this BP, complete at least THREE actions.
	(2) Plan and budget for a network of parks, green spaces, water features and trails in all <u>new development areas</u> .	Completed	
	(3) Achieve <u>minimum levels of city greenspace</u> .	Completed	
	(4) Adopt <u>low-impact design standards</u> in parks and trails that infiltrate or retain all 2 inch, 24-hour stormwater events on site.	Completed	
	(5) Create <u>park management standards/practices</u> that maximize at least on of the following:		
	a. Low maintenance turf management/native landscaping.		
	b. Organic or integrated pest management.		
	c. Sources of non-potable water, or surface/rain water for irrigation.	Completed	
	(6) Certify at least one <u>golf course</u> in the Audubon Cooperative Sanctuary Program.		
	(7) Document that the <u>operation and maintenance, or construction/remodeling</u> , of at least one park building used a green building framework.	Completed	
	(8) Develop a program to <u>involve community members</u> in hands-on land and stewardship projects.	Completed	
	http://greenstep.pca.state.mn.us/bestPracticesDetail.cfm?bpid=18		
19. Surface Water Quality			Optional BP
	(1) Assist at least one lake or river association to earn or qualify for the <u>Star Lake/River designation</u> for their lake/river.		If a city has at least one state-designated public water body within its boundaries and chooses to implement this best practice, complete action (4) and at least ONE additional action. *** If a city
	(2) Support a multi-party <u>community conversation</u> around improving local water quality.	Completed	
	(3) Adopt and report on measureable, publicly announced <u>surface water improvement</u> targets for water bodies.	Completed	
	(4) Adopt a <u>shoreland</u> ordinance for all river and lake shoreland areas.	Completed	

(5)	Adopt goals to <u>revegetate shoreland</u> and create a local program or outreach effort to help property owners with revegetation.		
(6)	Implement an existing <u>TMDL implementation plan</u> .	Completed	
(7)	Create/assist a <u>Lake Improvement District</u> .		
	http://greenstep.pca.state.mn.us/bestPracticesDetail.cfm?bpid=19		
20. Efficient Water and Wastewater Facilities			Optional BP
(1)	Compare the <u>energy use and performance</u> of your facilities with other peer plants using standardized, free tools.		If implementing this best practice, complete actions (1) and (2) and ...
(2)	Plan and budget for <u>motor maintenance and upgrades</u> so as to assure the most energy efficient, durable and appropriate equipment is available when upgrades or break downs occur.	Completed	
(3)	Establish an on-going budget and program for decreasing <u>inflow and infiltration</u> into sewer lines.		... at least ONE additional action.
(4)	Assess energy and chemicals use at drinking water / wastewater facilities and report on <u>implemented changes</u> that had a short payback period.		
(5)	expired action		
(6)	Implement an <u>efficiency project/program</u> : pretreatment, water conservation, co-generation and water reuse.		
(7)	Create a <u>demand-side management program</u> to reduce demands on water and wastewater systems.		
	http://greenstep.pca.state.mn.us/bestPracticesDetail.cfm?bpid=20		
21. Septic Systems			Optional BP
(1)	Report to landowners suspected noncompliant or failing septic systems as part of an educational, informational and financial <u>assistance and outreach program</u> designed to trigger voluntary landowner action to improve septic systems.		If implementing this BP, complete at least ONE action.
(2)	Create a program that follows the <u>five-step process</u> for addressing failing septic systems developed by the University of Minnesota's Onsite Sewage Treatment Program.		
(3)	Clarify/establish one or more <u>responsible management entities</u> for the proper design, siting, installation, operation, monitoring and maintenance of septic systems.		
(4)	Adopt a subsurface sewage treatment system <u>ordinance</u> based on the Association of Minnesota Counties <u>model ordinance</u> .		
(5)	Create a program to <u>finance septic systems upgrades</u> through, for example, a city revenue bond, repayable through taxpayers' property taxes.		
(6)	Work with homeowners and businesses in environmentally sensitive areas and areas where standard septic systems are not the least-cost option to promote <u>innovative waste water systems</u> .		
(7)	Arrange for <u>assistance to commercial, retail and industrial businesses</u> with water use reduction, pollution prevention and pretreatment prior to discharge to septs.		
	http://greenstep.pca.state.mn.us/bestPracticesDetail.cfm?bpid=21		
22. Solid Waste Reduction			Optional BP
(1)	Adopt and meet <u>reduction goals</u> for waste generated from internal city operations, including schools, libraries, parks, municipal health care facilities.	Check	If implementing this BP, complete at least action (1) or (2), and ...
(2)	Adopt and meet <u>recycling/composting goals</u> for waste/toxics generated from internal city operations.		

	(3) Document significant waste reduction/recycling, through a <u>resource management contract</u> or other means, for one or more of:		
	a. City government operations.		
	b. Schools, libraries, parks, or municipal health care facilities.		
	c. A commercial or industrial business.		
	(4) Publicize, promote and use the varied businesses/services collecting and marketing <u>used, repaired and rental consumer goods</u> in the city/county.	Completed	... at least ONE of actions (4) through (8).
	(5) Arrange for a residential or business/institutional <u>source separated organics</u> collection/management program.	Check	
	(6) Implement one or more city-wide solid waste <u>collection/recycling systems</u> :	Completed	
	a. Mandate collection of recyclables form multi-unit residential buildings.		
	b. Mandate collection of 3 or more recyclables materials from commercial entities.		
	c. Organize regular, ongoing residential solid waste collection by private and/or public operations to link one (or more) geographic district(s) to only one hauler.		
	(7) Offer significant <u>volume-based pricing</u> on residential garbage and/or incentives for recycling.		
	(8) Adopt a <u>construction and demolition ordinance</u> governing demolition permits that mandates levels of recycling and reuse for materials and soil/land-clearing debris.		
	http://greenstep.pca.state.mn.us/bestPracticesDetail.cfm?bpid=22		
23. Local Air Quality			Optional BP
	(1) Conduct an education/financial assistance campaign around one of the following <u>wood burning / auto exhaust</u> issues:		If implementing this BP, complete at least TWO actions.
	a. Indoor and outdoor wood burning behavior, to ensure that wood burning is only done with seasoned wood and in a manner that doesn't negatively impact neighbors.		
	b. Indoor wood burning technology, to result in community members upgrading from inefficient/more polluting fireplaces and wood stoves to pellet/natural gas/biogas stoves and fireplaces or the most efficient certified wood stoves.		
	c. Smoker cars - older model/high polluting vehicles, to result in repairs spurred by repair vouchers.	Completed	
	(2) <u>Regulate outdoor wood burning</u> , using model ordinance language, performance standards and bans as appropriate, for at least one of the following:	Completed	
	a. Recreational burning.		
	b. Outdoor wood boilers.		
	(3) Conduct one or more <u>policy or education/behavior change</u> campaigns on the topics below and document:		
	a. Decreased vehicle idling in specific locations.		
	b. Increased sales by retail stores of low and no-VOC household products.		
	c. Replacement of gasoline-powered equipment with lower polluting equipment.		
	d. Adoption of a smoking-free policy at one or more multi-unit housing buildings, private or public.	Completed	
	(4) Document the participation of at least 3 <u>larger businesses in emission/idling reduction</u> programs.		

	(5) Install at least two <u>public charging stations</u> for plug-in hybrid and full electric vehicles.		
	http://greenstep.pca.state.mn.us/bestPracticesDetail.cfm?bpnum=23		
Economic and Community Development Best Practices Category			BP #24 and BP #25 and ONE other BP required
24. Benchmarks & Community Engagement			Required BP
	(1) Use a committee to lead, coordinate and <u>report</u> to community members on implementation of GreenStep City best practices.		Required action
	(2) Organize goals/outcome <u>measures from all city plans</u> and report to community members data that show progress toward meeting these goals.		Required action
	(3) Engage community members in a public process that results in city council adoption of and commitment to measure and report progress on <u>sustainability indicators</u> .		
	(4) Conduct or support a <u>broad sustainability education and action campaign</u> involving:		
	a. The entire community		
	b. Homeowners		
	c. Block clubs/neighborhood associations		
	d. Congregations		
	e. Schools and youth	Completed	
	(5) Conduct or support a <u>community education, visioning and planning</u> initiative using a sustainability framework such as:		
	a. Strong Towns, Natural Capitalism		
	b. Transition initiatives, resiliency, Post-Carbon Cities.		
	c. Eco-municipalities/The Natural Step, ecological footprinting, permaculture.		
	d. ISO 14001, Genuine Progress.		
	e. Healthy communities, multi-generation learning		
	http://greenstep.pca.state.mn.us/bestPracticesDetail.cfm?bpnum=24		
25. Green Business Development			Required BP
	(1) Support <u>new/emerging green businesses</u> and green jobs through targeted assistance.		Complete at least TWO actions.
	(2) <u>Connect businesses with assistance providers</u> , including utilities, who provide personalized energy, waste or sustainability audits and assistance.		
	(3) Actively promote <u>green tourism</u> resources to tourism and hospitality businesses in/around the city.		
	(4) Strengthen value-added businesses <u>utilizing local waste products and renting products/services</u> .		
	(5) Lower the environmental footprint of a <u>brownfield remediation/redevelopment</u> project.	Completed	
	(6) Promote <u>green businesses that certify</u> under a local, regional or national program.	Completed	
	(7) Conduct or participate in a <u>buy local campaign</u> .		
	(8) expired action		

	http://greenstep.pca.state.mn.us/bestPracticesDetail.cfm?bpnum=25		
26. Renewable Energy			Optional BP
	(1) Adopt <u>solar energy standards</u> or a <u>wind energy ordinance</u> that allows or encourages appropriate renewable energy installations.	Completed	If implementing this BP, complete at least TWO actions.
	(2) Consistently promote at least one of the following means of increasing <u>renewable generation</u> :		
	a. A local utility's green power purchasing program that allows residents/businesses to order/buy new renewable energy.		
	b. Local, state and federal financial incentives for property owners to install renewable energy systems.		
	(3) Create/participate in a renewable energy <u>financing program</u> such as PACE for commercial property owners to install generation capacity/energy efficiency equipment.		
	(4) Support or create a program that enables property owners to participate in a <u>community renewable energy</u> project.		
	(5) Install a <u>public sector/municipally owned renewable</u> energy technology, such as solar electric (PV), solar hot water or hot air, micro-hydro or wind.		
	(6) Enable a new or demonstrate prior collaboration for installed private sector renewable energy/energy efficient <u>generation capacity</u> with at least one of the following attributes:		
	a. Fueled by flowing water, wind, or biogas.		
	b. Fueled in part or whole by manure or woody biomass, optimized for minimal air and other environmental impacts and for energy efficiency and water conservation.		
	c. Distributing heating/cooling services in a district energy system.		
	d. Producing combined heat and power.		
	(7) Create an <u>expedited permit process</u> for residents and businesses to install solar energy systems.		
	http://greenstep.pca.state.mn.us/bestPracticesDetail.cfm?bpnum=26		
27. Local Food			Optional BP
	(1) Incorporate <u>working landscapes</u> - agriculture and forestry - into the city by adopting an ordinance for one of more of the following:		If implementing this BP, complete at least ONE action.
	a. An agriculture and forest protection district.		
	b. A local food production district		
	c. Performance standards for minor and major agricultural retail.		
	(2) Facilitate the creation of <u>home/community gardens, chicken & bee keeping</u> , and incorporation of food growing areas/access in multifamily residential developments..	Completed	
	(3) Inventory and promote local <u>food production/distribution</u> within the city:		
	a. A farmer's market.		
	b. An urban agriculture business or a community-supported agriculture (CSA) arrangement between farmers and community members/employees.		
	c. A community or school garden, orchard or forest.		

	d. A rural grocery store or urban healthy convenience store.	Completed	
	(4) Measurably increase institutional buying, and sales through groceries and restaurants.		
	a. Purchasing of local/organic/humane/equitable foods by schools, hospitals, nursing homes and event centers.		
	b. Sales of local/organic/humane/equitable food in markets, retail food co-ops, rural grocery stores, urban convenience stores, hotels and restaurants.		
	http://greenstep.pca.state.mn.us/bestPracticesDetail.cfm?bpnum=27		
28. Business Synergies			Optional BP
	(1) Help businesses register as users of the Minnesota Materials Exchange and document their exchanges/sales of byproducts with other local/regional businesses.		
	(2) Document that at least one business/building uses <u>waste heat or water</u> discharge from another business.		If implementing this BP, complete at least ONE of actions (2) - (4).
	(3) Require, build or facilitate at least four of the following in a <u>business/industrial project</u> :		
	a. Shared parking/access OR shared recreation/childcare facilities.		
	b. Green product development, manufacturing or sales OR a green job training program.		
	c. Building located within walking distance of transit and/or residential zoning.		
	d. Renovated buildings OR buildings designed for reuse.		
	e. Green buildings built to exceed the Minnesota energy code by 20% OR renewable energy generated on-site.		
	f. Combined heat and power (CHP) generation capacity OR shared geothermal heating/cooling.		
	g. Low-impact site development.		
	(4) <u>Use eco-industrial park</u> tools to identify industrial facilities that could achieve economic and environmental benefit by co-locating in the city's industrial park or industrial zone.		
	http://greenstep.pca.state.mn.us/bestPracticesDetail.cfm?bpnum=28		
From among all the best practices (1 - 28), the "floating BP" requirement:			Any THREE additional best practices
>> To be recognized as a Step 3 GreenStep City, you must satisfy the distribution requirements for the 5 best practice categories, and for each best practice and which ever best practice actions you chose, AND in total implement at least this many best practices:			16
>> To be recognized as a Step 2 city, simply implement any BPs to total:			8

GreenStep Program Requirements				
	>> for details see http://tinyurl.com/3mx3bob		A	Completed
Buildings & Lighting	1	Efficient Existing Public Buildings	Required	
	2	Efficient Existing Private Buildings		x
	3	New Green Buildings		x
	4	Efficient Building & Street Lighting and Signals		x
	5	Building Reuse		x
Buildings & Lighting BPs Required			2	
Land Use	6	Comprehensive Planning & Implementation	Required	x
	7	Higher Density		x
	8	Mixed Uses		x
	9	Efficient Highway-Oriented Development		x
	10	Conservation Design		x
Land Use BPs Required			2	
Transportation	11	Complete Green Streets	Required	x
	12	Mobility Options	Required	x
	13	Efficient City Fleets		x
	14	Demand-Side Travel Planning		x
Transportation BPs Required			2	
Environmental Management	15	Environmentally Preferable Purchasing	Required	x
	16	Urban Forests	Required	x
	17	Efficient Stormwater Management	Required	x
	18	Parks & Trails		x
	19	Surface Water Quality		x
	20	Efficient Water & Wastewater Facilities		x
	21	Septic Systems		o
	22	Solid Waste Reduction		x
	23	Local Air Quality		x
Environmental BPs Required			4	
Economic, Community Development	24	Benchmarks & Community Engagement	Required	x
	25	Green Business Development	Required	x
	26	Renewable Energy		x
	27	Local Food		x
	28	Business Synergies		o
Development BPs Required			3	
Floating BPs (additional to required BPs)			3	
Total BPs Required (including floating) for Step 3			16	

NOTES

¹ For each BP there are specific requirements, e.g. "complete any 2 actions."

²

For BP groups, e.g. Buildings & Lighting, a mix of BPs is required.

³ The "floating BP:" a city implements the required # of BPs in the 5 categories AND implements any 3 other BPs.

⁴ When a city has implemented a total of 16 BPs, taking into account the details in notes 1-3 above, Step 3 GreenStep recognition is granted at the mid-June conference of the League of Minnesota Cities.

Roseville Public Works, Environment and Transportation Commission

Agenda Item

Date: August 26, 2014

Item No: 7

Item Description: Look Ahead Agenda Items/ Next Meeting September 23, 2014

Suggested Items:

- Ramsey County recycling presentation
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Recommended Action:

Set preliminary agenda items for the September 23, 2014 Public Works, Environment & Transportation Commission meeting.